

Term Contract No. 080A

STATE OF NORTH CAROLINA, DEPARTMENT OF ADMINISTRATION		
DIVISION OF PURCHASE AND CONTRACT		
116 West Jones Street, Raleigh, NC 27603-8002		
Term Contract	080A	Awards, Service and Retirement
Effective Dates	May 1, 2009 through July 30, 2012	
Bid Number	800112	
Administrator	Dorothy Shaw	
Phone	(919) 807-4535	
Fax	(919) 807-4510	
E-Mail	Dorothy.shaw@doa.nc.gov	
Last Updated	April 30, 2012	

1. General Information

ALL PERSONNEL ARE ENCOURAGED TO READ ALL INFORMATION CONTAINED IN THIS CONTRACT, PARTICULARLY COMMENTS IN THIS SECTION, BEFORE PLACING ORDERS.

Agency Decision To Participate In This Contract: Policy, as stated by the Office of State Personnel, does not mandate this program for users across the State. However, the policy does recommend that if this program is not used, a recognition program similar to this one be put into place for employees. The Office of State Personnel welcomes all new participants to this program, which they hope will be successful in letting employees of our great State know how much their hard work is appreciated.

This contract offers a "Service Awards" Program as well as a "Retirement Awards" Program for all State Agencies deciding to participate. By participating in this contract, State Agencies, Departments, Institutions, Universities, Public Schools and Community Colleges can offer employees an opportunity to choose name-brand gifts of all types, as well as a choice of jewelry items, as an award when employees reach retirement status or an award level offering items based upon years of service. We encourage all agencies to participate, however, this decision must be made by each agency based upon funds available.

Although this program is not mandatory, it should be utilized when approved by the individual agency. The agency is responsible for determining if they will participate: 1) In the Awards Program 2) Offer Retirement Awards and 3) Participate and offer the ability to have items for Community Colleges and Universities personalized with their logo. It shall be the responsibility of the agency to make such decisions and communicate such information to their employees (this may be done with a cover letter attached to the awards package) and the contractor.

Sample Set: The Office of State Personnel (Raleigh, NC) shall maintain a sample set of items offered by this contract. Employees are encouraged to visit the facility to review these items or contact Margaret Jordan at 919-807-4800.

Eligibility for Award: All employees are eligible for awards included in this contract, in accordance with agency internal guidelines, and in accordance with the program set forth in this contract. Awards offered herein are available beginning at the five (5) year level. Awards are available at each five (5) year service increment throughout service. The "35 years plus" category is the highest level available, however, employees working 40, 45, and 50 years are eligible for awards. They would be allowed to pick one gift from the 35 + years level and/or jewelry selection. A second gift would be available from the 35 years plus level or jewelry selection if the employee is also retiring, and the agency is participating in the retirement portion of the contract.

Award Selection: All potential award recipients should receive an award package from their department responsible for processing service awards. Upon receipt of the package which corresponds to their current service level, recipients will be allowed to review the award sheet to make a selection of one (1) item. After making a selection, the employee should return the order form to the person in their department responsible for ordering the item.

Obtaining Award Packages from the Contractor For Eligible Employees: Award Packages are to be requested from the contractor, C A Short Company. Since the award packages will differ depending upon the years of service and retirement status, the person requesting award packages will be expected to inform the contractor, when request is made, the number of packages needed for each award level (i.e., 5 each of the 5 year award packages, 12 each of the 15 year award packages, etc.). When award packages are received by the agency, each envelope will display a gold sticker on

Term Contract No. 080A

the outside, embossed with the number of years of service. Upon receipt of the award packages, agency personnel will distribute them to the employees for selection of award.

Initial award package requests made within the first few weeks of the contract start will be delayed since this is a new contract.

Description of Award Packages: The "Award Package" will consist of a package of information to be distributed to each employee. Each package will be contained in an envelope (size 8-3/4" x 11-1/2") suitable for mailing, if necessary. Labels can be placed on the outside of the envelope by the agency. A two (2) inch gold foil sticker, embossed with a number corresponding to Service/Retirement level is placed on the front of each envelope. This is in order to prevent any confusion or misunderstanding of what gifts an employee is eligible to receive. Inside the package, a number of items will be found:

1. Congratulatory letter signed by the Governor
2. Order Form
3. One award illustration level sheet per applicable five year service increment (no award package will have an award sheet for years of service greater than specified at time of request)

Examples:

5 year award = 1 award sheet containing 5 year awards

15 year award = 1 award sheet containing 15 year awards

30 year award and retirement = 1 award sheet containing 30 year awards, and "35 plus" years sheets. Recipient could pick from 30 year awards for years of service, and because they are retiring with 30 years, they are eligible to pick a retirement award sheet from the 35 plus years level.

4. Emblematic Jewelry Award Sheet - Jewelry items for employees with 40, 45 and 50 years of service. This sheet will be included in the 35 plus years award selection. Each award level sheet will indicate jewelry available as well as the jewellery sequence for 5 through 35 years plus of service.
5. Plastic Ring Sizers – Plastic ring sizers will be included with every packet for awards 25 years and above. Agencies should caution recipients ordering rings to make sure of their size, as the rings are not easily resized. Note: Rings are available in half sizes.

Award illustration sheets included in the award packages will be in color.

Listed below is a complete documentation of items which are to be included in each "Service Award Level" Package Envelope:

SERVICE AWARD LEVEL	AWARD PACKAGE CONTENTS
5 years	Congratulatory letter, order form, 5 years award illustration sheets
10 years	Congratulatory letter, order form, 10 years award illustration sheets
15 years	Congratulatory letter, order form, 15 years award illustration sheets
20 years	Congratulatory letter, order form, 20 years award illustration sheets
25 years	Congratulatory letter, order form, 25 years award illustration sheets, plastic ring sizers
30 years	Congratulatory letter, order form, 30 years award illustration sheets, plastic ring sizers
35 years plus	Congratulatory letter, order form, 35 years plus award illustration sheets, emblematic jewelry sheet, plastic ring sizers
40/45/50 years	Congratulatory letter, order form, 35-years plus award illustration sheets, emblematic jewelry sheet

Jewelling Sequence for Jewelry Items: Listed below is the sequence of jewels for the charm and lapel pin/tie tac as they relate to years of service.

Term Contract No. 080A

5 years	No stones available at this level
10 years	One 3 point synthetic sapphire
15 years	Two 3 point synthetic sapphires
20 years	Three 3 point synthetic sapphires
25 years	One genuine 3 point diamond
30 years	One 3 point synthetic sapphire and one 3 point genuine diamond
35 years plus	Two 3 point synthetic sapphires and one 3 point genuine diamond
40 years	Two genuine 3 point diamonds
45 years	Three genuine 3 point diamonds
50 years	Four genuine 3 point diamonds

Rings: Ladies and Men's Round Signet Style Rings are offered in the 25, 30, and 35 years plus awards selection. These rings are sterling silver with the State of North Carolina Seal incised into the top, sides plain. Employees have the option of ordering this same ring in 10 carat gold from the contractor if these guidelines are followed: (1) Employee must pay the difference in the term contract price of the sterling silver ring and the gold ring (based on the current market value of gold at the time order placed), (2) Money Order made out to C A Short Company must be included with the purchase order. No agency is obligated to purchase these gold rings, but this option is available if you choose to exercise it.

Packaging of Award Items: All individual award items, when received by the user from the contractor, will be in an individual box suitable for presentation. Such box will not be gift-wrapped. Each box will contain a label stating what the item is and the applicable level/years of service.

Retirement Awards: This program, if selected by an agency for participation, is offered to employees reaching retirement at any service level. In general, retirement items are available to recipients from the "next highest award category" except for jewelry items, as the jewellery sequence causes this not to be applicable. Selection of such awards will most likely fall into one of the following:

- Employee is retiring with 30 years service: They can pick their "30 years" award from the "30 years" award sheet. They would also be eligible to pick a retirement award from the next highest level, 35 plus years.
- Employee retires with 17 years service: They would only be eligible for the retirement award from the 20 year level as they would not be eligible for a service award at this time.

If the retirement option is made available, the agency should keep this in mind when requesting award packages from the contractor, as the retirement option allows employees to pick from one (1) higher award level. If an employee is retiring with 30 years, they would need a 35 plus years package - not a 30 year package.

IMPORTANT: IT SHALL BE THE RESPONSIBILITY OF THE AGENCY TO ADVISE ELIGIBLE EMPLOYEES OF THE RETIREMENT OPTION AVAILABILITY AS THE PACKAGE SENT TO RECIPIENTS WILL NOT ADDRESS THIS ISSUE.

Personalization Of Items: All items offered herein are to be provided with the North Carolina State Seal unless a University or Community College determines that items be provided with their school logo in lieu of the State Seal. University/Community College personalization is available to these users at an initial tooling set up charge of \$1,950.00 per University/Community College. This setup charge would be paid to the contractor. It shall be the sole decision of the University/Community College to pay this set up charge and have their "logo" used. Otherwise, items will be furnished at the contract prices with the North Carolina State Seal. If a Community College or University makes the decision to pay the tooling charge for their personalization, this charge would be a one time charge for the life of this contract (initially one year with the potential of three years total if extension options are utilized by the Division of Purchase and Contract).

Universities/Community Colleges must inform contractor when order placed if they are using their own logo.

AT THIS TIME, THE CONTRACTOR IS ONLY OBLIGATED TO OFFER THE SPECIAL TOOLING OPTION TO UNIVERSITIES AND COMMUNITY COLLEGES. IF, IN THE FUTURE, THIS BECOMES POPULAR, OTHER AGENCIES MAY BE GIVEN THIS OPPORTUNITY.

2. Scope of Contract

The scope of this contract is limited to the establishment of a contract to supply Service and Retirement Awards for North Carolina State Employees as approved and recommended by the North Carolina Office of State Personnel. Currently, though not mandated, this program is recommended by the Office of State Personnel and many departments participate. This contract will offer name brand gifts of all types, as well as limited jewelry items.

Personal Use: It is not the intent of this contract, nor is it required for the contractor, to honor these prices for individual purchases by employees.

3. Taxes

Prices or Discounts shown herein do not include any North Carolina sales or use taxes.

4. Abnormal Quantities

Any agency requirement that exceeds \$25,000.00 must be forwarded to the Division of Purchase and Contract for processing. The Division, at its sole discretion, may process any such requirement in one of the following ways:

1. Purchase may be authorized at the current level of pricing with the current contract vendor(s)
2. Additional discounts from the current level of pricing may be negotiated with the current contract vendor(s)
3. A separate Invitation for Bids may be issued for the requirement

5. Minimum Orders

The minimum order, qualifying for prepaid transportation, is one item for any single order. Agencies are not required to use this contract for orders less than the minimum order; however, the user may elect to use this contract for orders less than the minimum order if the contractor elects to accept such order. In such cases, the order will be shipped prepaid, with transportation charges added to the invoice as a separate item.

6. Placement of Orders

Orders will be placed throughout the contract period on an as-needed basis for the quantity required at the time with the respective contractor. Orders will be shipped and invoiced to each location by the respective contractor.

When agencies contact contractor regarding Award Packages need, contractor can expect user to provide them with information on quantity of packages required for each increment of years of service (Example: 25 – 5 year award packages, 30 – 10 year award packages, etc.).

Routine Ordering: It is suggested that agencies place orders on a routine basis in time frames not less than three (3) months. This process of ordering should be followed as much as possible, however, contractor is required to ship any quantity required, and to each ordering agency as needed.

This contract does not provide for shipment of item(s) to an employees home address – only to agency location.

Rush Orders: Contractor is required to offer shipment of items on a "rush basis" when it should become necessary as determined by the using agency. "Rush" shall be defined as orders needed within a 24-48 hour time frame after placement of order. Any item(s) being shipped in this manner shall have any additional shipping charges paid for by the agency (overnight delivery, etc.) beyond the normal shipping costs included in the contract price. Successful contractor will not be responsible for such additional cost.

Information Needed On Purchase Orders: An agency should provide a complete description of the item(s) ordered. Such information must include the "product number". This information is necessary for tracking purposes with regard to sales information, etc.

Contract changes, if any, over the life of the contract are implemented by contract addenda released by the Contract Administrator to the contractor. If the contractor is accepting orders and/or delivering through other parties, for example a manufacturer accepting orders and delivering through a dealer network or dealers receiving orders through a network of

other dealers, then it is the responsibility of the contractor to apprise such parties of all such contract addenda.

7. Delivery

Delivery of each order for all items other than rings will be completed within fifteen (15) consecutive calendar days after receipt of order.

Delivery of RINGS will be completed within thirty (30) consecutive calendar days after receipt of order.

Contractor is cautioned that any problems/delays in meeting the above schedule must be communicated to the contract administrator. Failure to do so could result in removal from the contract.

Delivery of items will, in most cases, be made by United Parcel Service (UPS); therefore, delivery address information should be provided which would be adequate for such delivery means.

Please be aware that initial orders placed during the first few weeks of the contract could take 30-45 days for receipt. This is due to a "new" contract and the volume adjustment factor. After this initial period, the 15 to 30 day schedules detailed above shall be in effect.

In the event the delivery is not received within the contract delivery period, the contractor may be held in default in accordance with paragraph 1, DEFAULT AND PERFORMANCE BOND in the North Carolina General Contract Terms and Conditions, and the state may procure the articles or services from other sources and hold the contractor responsible for excess cost occasioned thereby.



8. Transportation Charges

All goods shall be delivered FOB DESTINATION for all orders equal to, or greater, than the minimum order, when shipped to a single destination. Orders for less than the minimum order will be shipped prepaid, with transportation charges added to the invoice as a separate item. Transportation charges levied by the contractor for orders equal to, or greater than the minimum order, when shipped to a single destination, may be cause for removal of the contractor from the contract. In instances where the contractor makes partial shipments of an order to one destination which is equal to, or greater than the minimum order, all shipments of the order shall be sent FOB DESTINATION with NO additional transportation charges.





Note! All shipments should be inspected for damage immediately upon receipt.

9. Item Pricing Information




9. A. 5 Year Awards

ITEM	PRODUCT #	DESCRIPTION	PICTURE	PRICE EACH
1	SNC8000	BRASS AND LEATHER COASTER PAIR (Set of 2), Solid brass and genuine leather construction, 3 1/2" diameter. Style # & Mfgr: J339/1-2/2WBSNC, Jadco Personalization: Die Struck Medallion Insert (State Seal) in the center		\$13.48 SET
2	SNC8004	FRAME WITH CLOCK, 7-1/2" x 7-1/4" x 3/4", displays both vertical and horizontal references. Digital display showcases time with alarm, date, day and temperature. Style # & Mfgr: F106, Bench Mark Personalization: State Seal on Frame		\$12.83




Term Contract No. 080A

3	SNC8005	POCKET KNIFE, closed lockback measures approximately 4-3/4" L x 1-1/2" W and features wood handle. Style # & Mfgr: WH5, Starline Personalization: Logo Laser Engraved on Stainless Steel Blade		\$10.26
4	SNC8010	INSULATED BAG, Polyester construction, 11" x 9-1/2" x 9-1/2". Insulated with a removable clear plastic liner. Shoulder strap, Black. Style # & Mfgr: 15270, Air-Tex/Norwood Personalization: State Seal Imprinted on front pocket		\$12.39
5	SNC8002	PADFOLIO, Twill zippered writing pad includes 8-1/2" x 11" pad. Features pockets for ID, calculator, cards and pens and clock. Style # & Mfgr: 15057, Air-Tex/Norwood Personalization: Imprinted State Seal		\$13.24
6	SNC8011	CLOCK, Howard Miller table alarm clock, luminous hands features quartz alarm movement, 6"H x 5"W x 1-1/2"D. Style # & Mfgr: 645-579, Howard Miller Personalization: Emblem on Brass Plate		\$13.50
7	SNC8003	ZIP TOP NYLON TOTE BAG, full size front pocket, water bottle side pocket, and more. Color: Black. Style # & Mfgr: 1725 blk, Goodhope Bags Personalization: Logo on Bag		\$10.19
8	SNC8001	PEN WITH EMBLEM, Chrome Ball Point Pen, Click Top and chrome finish. Style # & Mfgr: 150-black, Quill Personalization: State Seal on Pen Cap		\$9.59
9	SNC8007	UMBRELLA, 56" Arc Golf Umbrella, features a fiberglass shaft and ribs, black pistol grip. Color: Black. Style # & Mfgr: 2417-FRB, Peerless Umbrella Personalization: Silk-screened State Seal on one panel		\$12.65

Term Contract No. 080A

		*Picture indicative of style only		
10	SNC8006	<p>MESSENGER BAG with Logo, Briefcase has front compartment with pockets for PDA, notes and pens. Detachable shoulder strap, 16" x 12" x 4". Color: black. Style # & Mfgr: 2349 blk, Goodhope Bags</p> <p>Personalization: Logo on Bag</p>		\$10.24
11	SNC8009	<p>CHARM, Gold filled emblem, jump ring (no stone)</p> <p>Style # & Mfgr: 516 RXL, EA Dion</p> <p>*Picture indicative of style only</p>		\$17.34
12	SNC8008	<p>LAPEL PIN/TIE TAC, Gold filled emblem, brass back (no stone)</p> <p>Style # & Mfgr: 516RXL, EA Dion</p> <p>*Picture indicative of style only</p>		\$16.80



9. B. 10 Year Awards

ITEM	PRODUCT #	DESCRIPTION	PICTURE	PRICE EACH
13	SNC8014	<p>TABLE CLOCK, Howard Miller, quartz alarm movement, 6-1/4" H x 6-3/4"W x 1-1/2" D.</p> <p>Style # & Mfgr: 645-602, Howard Miller</p> <p>Personalization: Die Struck Emblem</p>		\$17.03
14	SNC8019	<p>BINOCULARS, 10x25 folding roof prism, Includes neck strap and carrying case.</p> <p>Style # & Mfgr: 132516, Bushnell</p> <p>Personalization: Die Struck Emblem</p>		\$20.80
15	SNC8022	<p>FLOATING LANTERN, 6 Volt, Super bright Krypton bulb, beams light up to half mile away. Includes battery, Color: Yellow. Style # & Mfgr: 1225-09, Leeds</p> <p>Personalization: One Color Logo</p>		\$14.54
16	SNC8012	<p>FRAME SET, Tarnish proof, silver plated picture frame with brass trim, 3-1/2" x 5" and 4" x 6".</p> <p>Style # & Mfgr: SB160-08, Bey-Berk</p> <p>Personalization: Die Struck Emblem</p>		\$19.10


Term Contract No. 080A

				
17	SNC8018	BAR-B-Q SET, includes spatula, fork, tongs and brush with wood handle. Polyester case. Style # & Mfgr: 45386, RCC Koozie Personalization: One Color Logo on Case		\$15.98
18	SNC8016	TRAVEL MUG with medallion, stainless steel, 12 ounce capacity. Style # & Mfgr: 25150, JAFFA Personalization: Includes State Seal Medallion on Mug		\$19.00
19	SNC8015	WIRELESS THERMOMETER, indoor/outdoor. Style # & Mfgr: WS-9117U-IT-CBP, La Crosse Personalization: Die Struck Emblem		\$13.87
20	SNC8017	STADIUM SEAT, front flap with accessory pockets, adjustable support straps on side. Style # & Mfgr: 45095, RCC Koozie Personalization: Includes logo		\$16.38
21	SNC8013	BUD VASE, Glass bud vase, 7-1/2" high. Style # & Mfgr: 2824, J Charles Crystal Personalization: State Seal Etched		\$16.74
22	SNC8023	BRIEFCASE, Computer brief padded for a laptop, numerous pockets for PDA, phone and more. Style # & Mfgr: 3776, Goodhope Bags Personalization: State Seal on Brass Luggage Tag		\$17.41

Term Contract No. 080A

23	SNC8021	CHARM, Gold filled emblem, jump ring and one 3 pt. Synthetic Sapphire Style # & Mfgr: 516 RXL, EA Dion *Picture indicative of style only		\$19.95
24	SNC8020	LAPEL PIN/TIE TAC, Gold filled emblem, brass back with one 3 pt. Synthetic Sapphire Style # & Mfgr: 516 RXL, EA Dion *Picture indicative of style only		\$19.42

9.C. 15 Year Awards

ITEM	PRODUCT #	DESCRIPTION	PICTURE	PRICE EACH
25	SNC8034	TABLE CLOCK, Polished brass-tone bezel suspended in a glass panel, quartz, alarm movement, 7" H x 6" W x 2" D. Style # & Mfgr: 645-623, Howard Miller Personalization: Die Struck Emblem		\$21.21
26	SNC8030	SET OF 4 WINE GLASSES, approximately 11 ounces Style # & Mfgr: 14E/M4, Moderne Glass Co. Personalization: State Seal Etched on Each Glass		\$25.81
27	SNC8035	COOLER, 30 CAN, Soft side, keeps food cold for hours, 12" x 13-1/2" x 8", Color: Royal Blue/black. Style # & Mfgr: 2650-30, Leeds Personalization: Luggage Tag with State Seal		\$21.16
28	SNC8029	SPORTS DUFFEL, Dura Hyde, large main compartment, zipper closure, dual end pockets, zippered front pocket, adjustable shoulder strap, 20" x 11", Color: Black, Style # & Mfgr: 4900-80 BK w/logo, Leeds Business Accessories Personalization: Silkscreened State Seal		\$20.80
29	SNC8033	STAINLESS STEEL CARAFE, Double wall insulation, keeps beverages hot or cold for hours, 51 ounces/1.5 L. Style # & Mfgr: CF1015, Thermos Personalization: Silkscreened Logo		\$26.72






Term Contract No. 080A

30	SNC8025	<p>BINOCULARS, compact and powerful for all outdoor activities 12 x 25 binoculars. Style # & Mfgr: 13-1225, Bushnell</p> <p>Personalization: Die Struck Emblem</p>		\$23.40
31	SNC8024	<p>BACK PACK, Made from post-consumer recycled material, accessory pockets, 18-1/2" H x 6" W x 15" L. Style # & Mfgr: 3001-16 Leeds Business Accessories</p> <p>Personalization: Imprinted State Seal</p>		\$22.20
32	SNC8028	<p>ACCENT LAMP, Mission Style, stained glass accents, 10 inches high. Style # & Mfgr: 1438, Paul Sahlin Tiffany's Inc.</p> <p>Personalization: Emblem with State Seal</p>		\$39.64
33	SNC8026	<p>POCKET KNIFE, Buck® features dual lock back blades, 2-1/2" long closed. Style # & Mfgr: 380 BRW, Buck</p> <p>Personalization: Luggage Tag w/Engraved State Seal</p>		\$19.86
34	SNC8027	<p>PHOTO ALBUM, Silver plated, oversize photo album holds over 100 4"x6" photos. Style # & Mfgr: 24420, Creative Gifts Int'l, Inc.</p> <p>Personalization: Die Struck Emblem</p>		\$21.21
35	SNC8032	<p>CHARM, Gold filled emblem, jump ring and two 3 pt. synthetic sapphires, Style # & Mfgr: 516 RXL, EA Dion</p> <p>*Picture indicative of style only</p>		\$22.57
36	SNC8031	<p>LAPEL PIN/TIE TAC, Gold filled emblem, brass back with two 3-pt. synthetic sapphires, Style # & Mfgr: 516 RXL, EA Dion</p> <p>*Picture indicative of style only</p>		\$22.03



9. D. 20 Year Awards

ITEM	PRODUCT #	DESCRIPTION	PICTURE	PRICE EACH
37	SNC8036	DESK GLOBE, Replogle 9" Antique ocean globe, walnut finish base, 12" H x 10" W, Style # & Mfgr: 51533, Replogle Globes Personalization: Die Struck Emblem with State Seal		\$29.40
38	SNC8045	CARVING SET, Cutlery Set includes 12" utility knife and carving fork, presented in storage box. Style # & Mfgr: 1250-16, Leeds Business Accessories Personalization: Box Imprinted with State Seal		\$32.73
39	SNC8037	TABLE CLOCK, brass toned metal arch features floating dial on glass center panel, 7-1/2" high. Style # & Mfgr: 645-574, Howard Miller Personalization: Die Struck Emblem		\$32.38
40	SNC8040	WATCH, MEN'S, TFX from Bulova, black leather strap. Style # & Mfgr: 36B08, Bulova Incentive Watch Personalization: Die Struck Emblem		\$26.13
41	SNC8039	WATCH, LADIES, TFX from Bulova, black leather strap. Style # & Mfgr: 36M01, Bulova Incentive Watch Personalization: Die Struck Emblem		\$26.13
42	SNC8038	PICNIC COOLER, filled with four sets of cups, plates and silverware. Main compartment keeps food cold and foil compartment keeps food warm. Approximately 12-1/2"13-1/2" W, Color: Black. Style # & Mfgr: 2410 Blk, Goodhope Bags Personalization: Logo		\$27.96
43	SNC8046	WEATHER STATION, Wireless, monitors outdoor temperature and humidity, indoor temperature and time display, wall hanging or free standing. Style # & Mfgr: WS-8300U-IT, La Crosse Personalization: Die Struck Emblem		\$27.88





Term Contract No. 080A

44	SNC8047	ROLLING DUFFLE, 23" duffle bag with pull-up handle, inline skate wheels and detachable shoulder strap, Color: Black, Style # & Mfgr: 9124 Blk, Goodhope Bags Personalization: State Seal on Brass Luggage Tag		\$33.22
45	SNC8042	POCKET KNIFE, Woodgrain, Multi-blade, 3-1/2" blade. Style # & Mfgr: 384 BRW, Buck Personalization: Luggage Tag w/Engraved State Seal		\$28.83
46	SNC8041	BRASS LIGHTHOUSE CLOCK, 8-3/4" High, Tarnish Proof Personalization: Emblem with State Seal ***Item Substitution for Lighthouse Clock***		\$31.66
47	SNC8044	CHARM, Gold filled emblem, jump ring and three 3 pt. synthetic sapphires. Style # & Mfgr: 516 RXL, EA Dion *Picture indicative of style only		\$25.18
48	SNC8043	LAPEL PIN/TIE TAC, Gold filled emblem, brass back with three 3-pt. synthetic sapphires. Style # & Mfgr: 516 RXL, EA Dion *Picture indicative of style only		\$24.65






9. E. 25 Year Awards

ITEM	PRODUCT #	DESCRIPTION	PICTURE	PRICE EACH
49	SNC8052	CRYSTAL VASE, 10" tall. Style # & Mfgr: 925, J. Charles Crystal Personalization: Etched State Seal		\$36.00
50	SNC8051	BEVERAGE GLASS SET, Set of four beverage glasses. Style # & Mfgr: 53E/PS, Moderne Glass Personalization: Etched State Seal		\$27.75




Term Contract No. 080A

51	SNC8061	WATCH, MEN'S, Caravell from Bulova, white dial, black genuine leather strap. Style # & Mfgr: 41A23, Bulova Incentive Watch Personalization: Die Struck Emblem		\$35.38
52	SNC8060	WATCH, WOMEN'S, Caravell from Bulova, white dial, black genuine leather strap. Style # & Mfgr: 4700, Bulova Incentive Watch Personalization: Die Struck Emblem		\$35.38
53	SNC8053	TABLE CLOCK with Emblem, Bracket style table clock, wood burl pattern on front and back, 8-1/4" H x 5-1/4" W x 2" D. Style # & Mfgr: 645-577, Howard Miller Personalization: Die Struck Emblem		\$39.20
54	SNC8055	BRIEFCASE, Slim computer brief includes detachable shoulder strap and luggage strap with State Seal, 15-1/2" x 11-3/4" x 3-1/2", Color: black. Style # & Mfgr: 4142, Goodhope Bags Personalization: State Seal on Brass Luggage Tag		\$29.87
55	SNC8054	ALARM CLOCK, 9-1/4" high, clock has large 2" numerals display with radio controlled time management and battery operated movement, wall mounted or tabletop display. Style # & Mfgr: 625-236, Howard Miller Personalization: Die Struck Emblem		\$35.53
56	SNC8050	BINOCULARS from Tasco, 7 x 35 power with fully-coated lenses for brightness and clarity. Style # & Mfgr: 2001 BRZ, Bushnell Personalization: Die Struck Emblem		\$35.00
57	SNC8048	PICNIC COOLER, removable Insulated Cooler, Holds accessories for two, 12" H x 14" W x 9" Deep, Color: Black Personalization: State Seal on Brass Luggage Tag		\$33.71

Term Contract No. 080A

58	SNC8049	TWO WAY CHIPPER with alloy construction. Can be used as men's or ladies right or left hand. Style # & Mfgr: 598-0125-003, DSGA Personalization: State Seal on Brass Luggage Tag		\$28.85
59	SNC8058	RING, MEN'S ROUND SIGNET style with crest, sterling silver, State of North Carolina Seal to be incised into the top, sides to be plain. Style # & Mfgr: 516 RXL, Jewel Case Company		\$109.31
60	SNC8059	RING, LADIES ROUND SIGNET style with crest, sterling silver, State of North Carolina Seal to be incised into the top, sides to be plain. Style # & Mfgr: 516 RXL, Masters of Design		\$104.91
61	SNC8057	CHARM, Gold filled emblem, jump ring and one 3 pt. genuine diamond. Style # & Mfgr: 516 RXL, Masters of Design *Picture indicative of style only		\$46.15
62	SNC8056	LAPEL PIN/TIE TAC, Gold filled emblem, brass back with one 3-pt. genuine diamond. Style # & Mfgr: 516 RXL, Masters of Design *Picture indicative of style only		\$40.38





9. F. 30 Year Awards

ITEM	PRODUCT #	DESCRIPTION	PICTURE	PRICE EACH
63	SNC8066	WEATHER STATION, Rosewood and metal, tarnish proof finish, 4" x 9" x 2". Style # & Mfgr: SQB582T, Bey Berk Personalization: Die Struck Emblem		\$50.71
64	SNC8065	STEAK KNIFE SET, Six-piece, includes gift box. Style # & Mfgr: 1250-09, Leeds BusinessAccessories Personalization: Imprinted State Seal		\$49.55
65	SNC8063	CRYSTAL PITCHER, 44 ounce size, Crystal Style # & Mfgr: 3052, J. Charles Crystal Personalization: Etched State Seal		\$34.73





Term Contract No. 080A

66	SNC8067	TABLE CLOCK from Howard Miller, Brass tone metal case, second hand, 5-3/4" H x 7-3/4" W, features quartz movement. Style # & Mfgr: 645-596, Howard Miller Personalization: Die Struck Emblem		\$48.70
67	SNC8068	VERTICAL CARRY ON, Black Wheels, approximately 20-1/2" x 14" x 7", Retractable pull handle. Color: Black Style # & Mfgr: 9023, Goodhope Bag Personalization: Luggage Tag with State Seal		\$36.20
68	SNC8092	BINOCULARS, Bushnell 10 x 32 Roof Prism, contemporary styling, fully coated optic, non-slip rubber armor absorbs shock while providing firm grip. Personalization: Die Struck Logo		\$36.80
69	SNC8064	CRYSTAL TRINKET TRAY, made of 30% lead crystal, 4" D, handcrafted in Ireland. Style # & Mfgr: 1938-124, Heritage Personalization: Die Struck Emblem		\$41.89
70	SNC8062	CARDINAL FIGURINE, Wood base, 8-1/2" High. Style # & Mfgr: 9745, SADEK Personalization: Die Struck Emblem		\$34.11
71	SNC8069	COFFEE FOR TWO Travel Set, Stainless Steel Bottle. Style # & Mfgr: 1500-04, Leeds Business Accessories Personalization: Logo on Stainless Steel Bottle		\$49.80
72	SNC8076	WATCH from Bulova, MEN'S, Quartz, black leather strap with gold tone case and dial. Style # & Mfgr: 97A71, Bulova Incentive Watch Personalization: Die Struck Emblem		\$42.11
73	SNC8075	WATCH from Bulova, LADIES, Quartz, black leather strap with gold tone case and dial, second hand. Style # & Mfgr: 97V26, Bulova Incentive Watch Personalization: Die Struck Emblem		\$42.11

Term Contract No. 080A

74	SNC8073	RING, MEN'S ROUND SIGNET style with crest, sterling silver, State of North Carolina Seal to be incised into the top, sides to be plain. Style # & Mfgr: 516 RXL, Masters of Design		\$109.31
75	SNC8074	RING, LADIES ROUND SIGNET style with crest, sterling silver, State of North Carolina Seal to be incised into the top, sides to be plain. Style # & Mfgr: 516 RXL, Masters of Design		\$104.91
76	SNC8072	CHARM, Gold filled emblem, jump ring, one 3 pt. genuine diamond and one 3-pt synthetic sapphire. Style # & Mfgr: 516 RXL, EA Dion *Picture indicative of style only		\$48.77
77	SNC8071	LAPEL PIN/TIE TAC, Gold filled emblem, brass back with one 3-pt. genuine diamond, and one 3 pt synthetic sapphire. Style # & Mfgr: 516 RXL, EA Dion *Picture indicative of style only		\$43.03




9. G. 35 Plus Years Awards

ITEM	PRODUCT #	DESCRIPTION	PICTURE	PRICE EACH
78	SNC8080	VASE, Crystal, 7-3/4", triangle cut top. Style # & Mfgr: 6934, Moderne Personalization: Etched State Seal		\$57.00
79	SNC8084	WALL CLOCK, Bulova, 14" Diameter, approximately 8" high. Solid wood case. Style # & Mfgr: C4228, Bulova Incentive Clock Personalization: Die Struck Emblem		\$46.85
80	SNC8085	BINOCULARS from Bushnell, 10 x 50 magnification, carrying case. Style # & Mfgr: 13-1056, Bushnell Personalization: Die Struck Emblem		\$57.57
81	SNC8079	PEN with PRESENTATION BOX, Waterman Ball Pen in wood presentation box. Style # & Mfgr: 22010, Sanford Personalization: Engraved Plate with State Seal		\$60.85

Term Contract No. 080A



82	SNC8078	GARMENT BAG, Delsey, 24.4" x 22.8" x 9.8" folded, Color: Black. Style # & Mfgr: 64040 BK, Delsey Personalization: State Seal on Brass Luggage Tag		\$52.36
83	SNC8081	TABLE CLOCK, Quartz with Antique Metal Accents, 3-3/4" H x 7-1/2" W. Style # & Mfgr: B7450, Bulova Personalization: Engraved Plate with State Seal		\$41.35
84	SNC8082	WEATHER STATION, French precision barometer, thermometer and hygrometer, 9" Diameter. Style # & Mfgr: WS-060, Bey Berk Personalization: Die Struck Emblem		\$87.18
85	SNC8083	REFRACTOR TELESCOPE, 60 x 700 Tasco. Style # & Mfgr: 490 60700, Bushnell Personalization: Engraved Luggage Tag with State Seal		\$59.93
86	SNC8077	EXECUTIVE GLOBE, Features quartz clock, 6" diameter antique-ocean globe, brass plated gyro-matic mounting and a wood base. Style # & Mfgr: 41820, Replogle Globes Personalization: Die Struck Emblem		\$59.88
87	SNC8089	WATCH, MEN'S, Bulova, Black leather strap. Style # & Mfgr: 97F55, Bulova Incentive Watch Personalization: Die Struck Emblem		\$52.25
88	SNC8088	WATCH, LADIES, Bulova, Black leather strap. Style # & Mfgr: 97Y01, Bulova Incentive Watch Personalization: Die Struck Emblem		\$52.25
89	SNC8090	RING, MEN'S ROUND SIGNET style with crest, sterling silver, State of North Carolina Seal to be incised into the top, sides to be plain, Style # & Mfgr: 516 RXL, Masters of Design		\$109.31

Term Contract No. 080A



90	SNC8091	RING, LADIES ROUND SIGNET style with crest, sterling silver, State of North Carolina Seal to be incised into the top, sides to be plain, Style # & Mfgr: 516 RXL, Masters of Design		\$104.91
91	SNC8087	CHARM, Gold filled emblem, charm, jump ring, one 3 pt. genuine diamond and two 3-pt. synthetic sapphires Style # & Mfgr: 516 RXL, EA Dion *Picture indicative of style only		\$51.38
92	SNC8086	LAPEL PIN/TIE TAC, Gold filled emblem, brass back with one 3-pt. genuine diamond, and two 3 pt. synthetic sapphires, Style # & Mfgr: 516 RXL, EA Dion *Picture indicative of style only		\$50.85

Jewelry items only for 40, 45, and 50 year awards. Jewelry items continued due to changes in jewellery sequence only.



9. H. 40 Year Jewelry

ITEM	PRODUCT #	DESCRIPTION	PICTURE	PRICE EACH
93	SNC0099	CHARM, Gold filled emblem, jump ring, two 3 pt. genuine diamonds. Style # & Mfgr: 516 RXL, EA Dion *Picture indicative of style only		\$84.02
94	SNC0098	LAPEL PIN/TIE TAC, Gold filled emblem, brass back with two three 3-pt. genuine diamonds. Style # & Mfgr: 516 RXL, EA Dion *Picture indicative of style only		\$84.02

9. I. 45 Year Jewelry

ITEM	PRODUCT #	DESCRIPTION	PICTURE	PRICE EACH
95	SNC0101	CHARM, Gold filled emblem, jump ring, three 3 pt. genuine diamonds. Style # & Mfgr: 516 RXL, EA Dion *Picture indicative of style only		\$100.92
96	SNC0100	LAPEL PIN/TIE TAC, Gold filled emblem, brass back with three 3-pt. genuine diamonds. Style # & Mfgr: 516 RXL, EA Dion *Picture indicative of style only		\$100.92

9. J. 50 Year Jewelry

ITEM	PRODUCT #	DESCRIPTION	PICTURE	PRICE EACH
97	SNC0103	CHARM, Gold filled emblem, jump ring, four 3 pt. genuine diamonds. Style # & Mfgr: 516 RXL, EA Dion *Picture indicative of style only		\$157.91
98	SNC0102	LAPEL PIN/TIE TAC, Gold filled emblem, brass back, four 3-pt. Genuine diamonds. Style # & Mfgr: 516 RXL, EA Dion *Picture indicative of style only		\$157.91

10. Award Packages

The successful contractor must furnish Award Packages to any agency within five (5) consecutive days after request of the agency. Failure to comply with these requirements may subject the contractor to removal from the contract.

11. Contractors

All known minority, women and disabled owned businesses, as well as disabled business enterprises and nonprofit work centers for the blind and severely disabled, including dealers, will be identified with "Minority owned" "Woman owned", "Disabled Owned", "DBE" or "BSD" as appropriate after the vendor number. This is being done in an effort to recognize these businesses and to encourage and promote their use to the greatest extent permitted by law.

When more than one supplier is listed for a particular item, selection should be made, whenever possible, from any of the groups identified above, consistent with agency needs and price considerations.

Contractor Name/ Federal ID	Address	City, State, Zip	Contact, Phone, Fax
C A Short Company	4205 East Dixon Boulevard	Shelby, NC 28152	704-482-9591
			800-535-5690
			704-482-9953 Fax
			800-211-4228 Fax
Mail Purchase Orders To		Fax Purchase Orders To	
Linda Proctor C A Short Company 4205 East Dixon Boulevard Shelby, NC 28152 lproctor@cashort.com		Attention: Customer Service 800-211-4228 Fax 704-482-9953 Fax	
Inquiries Regarding Delivery, Service, Shipments, E-Mail Communication, Etc.			
Linda Proctor	Marie Graeper	Jimmy Spencer	
800-535-5690, Ext. 264	800-535-5690, Ext. 206	800-535-5690, Ext. 321	
704-482-9591	704-482-9591	704-482-9591	
704-482-9953 Fax	704-482-9953 Fax	704-482-9953 Fax	
800-211-4228 Fax	800-211-4228 Fax	800-211-4228 Fax	
Service offered by the contractor shall include calling on users when necessary to discuss their needs.			

12. Warranty

Warranty (Except Jewelry Items): The contractor warrants that all items furnished under this contract will be new (refurbished or remanufactured items will not be considered for award) of good material and workmanship, and agrees to replace promptly (within 30 days) any part or parts which by reason of defective material or workmanship shall fail under normal use, free of negligence or accident, for a minimum period of twelve (12) months beyond the manufacturers standard one year warranty for that item. Such replacement shall include all parts, labor, and transportation cost to the user location, free of any charge to the owner or his representative.

Warranty For Jewelry Items: Jewelry items have a lifetime warranty. Such warranty will cover replacement or repair of jewelry which fails under normal use due to reason of defective material workmanship ("Jewelry items" include: charm, tie tac/lapel pin, and rings).

Resolving Warranty Issues: Most items will be immediately replaced by C A Short Company with the new item being shipped to the recipient. If an item has to be returned to the manufacturer, C A Short Company's Service Department will coordinate the repair efforts. C A Short's toll-free number may be used for returns (800) 535-5690.

13. Substitutions

Items for this program were selected which were "less likely" to be discontinued by the manufacturer. However, there could be an item which will be discontinued from time to time during the course of the contract. When this occurs, the Division of Purchase and Contract, as well as the Office of State Personnel, will be in contact with the contractor regarding the discontinuation of the item in an effort to replace the item with another item of equal value/quality level. Prior to shipping substituted item(s) to an agency, contractor must contact agency to notify them of the change and to obtain approval to proceed with filling the order. Changes will be made only when necessary and in accordance with recommendations by the Office of State Personnel and the restrictions of the contract.

Award level sheets will be reprinted only if three items in a given level are discontinued, and if requested by the Division of Purchase and Contract. Award packages will contain a note to those selecting items regarding discontinuation of items.

14. Contract Addenda

Addendum	Issue Date	Effective Date	Description
1	August 25, 2008	August 25, 2008	Federal Tax ID number deleted.
2	April 30, 2009	May 1, 2009	Contract has been extended for one additional year (from May 1, 2009 through April 30, 2010). Price Increase – Men's & Ladies Signet Rings, 25/30/35 years
3	March 2, 2010	March 2, 2010	Substituted items – #46 Ship's Wheel Clock and #84 Barometer
4	April 29, 2010	May 1, 2010	Contract has been extended for one additional year (from May 1, 2010 through April 30, 2011). Price Change – Accent Lamp, SNC8028, 15 Years
5	June 25, 2010	June 25, 2010	Item substitutions, descriptions change for: SNC8005, SNC8026, SNC8042, SNC8041, SNC8048
6	July 22, 2010	July 22, 2010	Item substitution in the 30 year category - SNC8070 Tool Chest replaced by SNC8092 Bushnell Binoculars, same price.
7	March 9, 2011	May 1, 2011	Contract has been extended for one additional year (from May 1, 2011 through April 30, 2012).
8	May 2011	October 2011	Price Increases for Items 5, 9 and 84.
9	November 2011	November 30, 2011	Change contract administrator: Dorothy Shaw
10	April 30, 2012	May 1, 2012	Extend thru July 30, 2012